



Fifth Program Year CAPER

The CPMP Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

The City of Round Rock received \$534,514 in Community Development Block Grant funds in the Program Year 2013-2014. This was the fifth program year in the 2009-2013 Consolidated Plan. In this fifth program year, funds were allocated to public service activities, public facilities and improvements, shelter rehabilitation and program and fair housing administration.

The City may obligate up to 20% (\$102,906) of the total allocation to program administration and 15% (\$77,180) to public services. On July 25, 2013 the City Council approved a resolution to allocate the allowable 20% to program administration and 15% to public services. The remaining \$334,448 was allocated to Public Facilities and Improvements, Park Improvements, Interim Assistance and Shelter Rehabilitation.

In addition to expenditure caps, other federal requirements were considered to determine if a project was eligible for funding. Any project or activity must meet one of the following three National Objectives to be eligible [24 CFR § 570.200 (a)]: (1) to benefit low to moderate income persons; or (2) prevent slum and blight; or (3) to meet an urgent need (per HUD's definition).

In the 2013-2014 Program Year the City of Round Rock expended \$428,166 in CDBG funds. These expenditures allowed the City of Round Rock to meet the timeliness test conducted by the HUD field office with a ratio of 1.07. These expenditures are discussed in detail on pages 23-24.

In order to ensure making the timeliness ratio, the City of Round Rock made the following changes:

- Sub-recipients must submit beneficiary reports and reimbursement requests on a monthly basis with all back up documentation. Desk reviews are conducted every month to track their spending and performance goals.
- Sub-recipient agreements have an expiration date of July 1. This stricter deadline ensures sub-recipients are spending funds in a timely manner.
- "Alternate Projects" are approved in the annual action plan. This allows any unspent funds or balances to be used for an alternate project without having to amend the plan.

The activities in the 2013-2014 Annual Action Plan met the criteria for funding and the CDBG program's goals and objectives. Maps on pages 5-6 show the census tract boundaries and the percentages of low to moderate income persons who reside in the target area. Maps showing projects completed in the 2013-2014 program year are on page 7 & 8.

This document was created using HUD's CPMP tool and is designed to address all Federal statutory requirements, including the new performance measurements. Activities identified in this report meet the requirements of the HUD Outcome Performance Measurement System and National Objectives. This will be the last year the City of Round Rock will use the CPMP Tool. All future CAPER reports will use the EConPlanning Online Tool as required. Table 1 below identifies the Community Development Block Grant funded activities and a description of these activities can be found on page 3.

**Table 1
CDBG Program Year 2013-2014 Projects and Activities**

Project Name and Activity	National Objective	2013-2014 Award		2013-2014 Beneficiaries	
		Amount Funded	Amount Expended	Proposed	Actual
Round Rock Area Serving Center Food Pantry	Low to moderate income	\$21,180	\$21,180	840 households	840 households
Round Rock Area Serving Center Housing Assistance Program	Low to moderate income	26,000	26,000	200 beneficiaries	250 beneficiaries
Foundation Communities Free Tax Preparation	Low to moderate income	15,000	13,828.81	800 beneficiaries	1502 beneficiaries
CASA Child Advocacy Program	Low to moderate income	10,000	10,000	57 beneficiaries	50 beneficiaries
Austin Tenants Council In-House Counseling	Low to moderate income	5,000	4,076	35 beneficiaries	20 beneficiaries
City of Round Rock Veterans Park Improvements	Low mod area	109,449	0.00	400 households	In progress
Hope Alliance Shelter Improvements	Low mod income- Presumed	50,000	50,000	300 beneficiaries	300 beneficiaries
WBCO Irrigation and Landscaping	Low mod area	100,000	86,720.84	1 facility	1 facility
ARCIL Home Repair	Low to mod income	50,000	5,160.45	1 beneficiary	1 beneficiary
Round Rock Area Serving Center Greenhill Clean-up	Low mod area	25,000	18,213	200 households	400 households
Austin Tenants Council Fair Housing Workshop	N/A	500	421.37	N/A	N/A

Office of Community Development Program Administration	N/A	102,406	102,406	N/A	N/A
		\$514,534	\$338,006		

CDBG Program Year 2013-2014 Project Activity Summary

Round Rock Area Serving Center Food Pantry Program \$21,180

05W Public Services Food Banks 570.201 (e)

Low Mod Clientele 570.208 (a) (2) (i)

Funds were used to purchase food from the Capital Area Food Bank to distribute at the Round Rock Area Serving Center food pantry at .13 cents a pound.

Austin Tenants Council In-House Counseling/Education & Outreach Program \$5,000

05J Public Services Fair Housing Activities 570.201 (e)

Low Mod Clientele 570.208 (a) (2) (i)

Funds were used for overhead, education materials, and the cost of counseling of at \$15 per client.

CASA of Williamson County-Children Advocacy \$10,000

05N Public Services for Abused and Neglected Children 570.201 (e)

Low Mod Clientele 570.208 (a) (2) (i)

Funds were used to pay salaries for a person to train court appointed volunteers who advocate for the abused or neglected children in court.

Round Rock Area Serving Center-Housing Assistance \$26,000

05Q Public Services Subsistence Payments 570.201 (e)

Low Mod Clientele 570.208 (a) (2) (i)

Funds were used to assist low to moderate income residents with mortgage and rent payments to avoid eviction. Payments were made to the housing providers.

Foundation Communities-Community Tax Center \$15,000

05 Public Services General 570.201 (e)

Low Mod Clientele 570.208 (a) (2) (i)

Funds were used to pay salaries for Center Managers that oversee the free tax preparation for low to moderate income residents by IRS trained volunteers.

Round Rock Area Serving Center-Neighborhood Clean Sweep \$25,000

06 Interim Assistance 570.201 (f) (ii)

Low Mod Area Benefit 570.208 (a) (1) (i)

Funds were used for the salary of a part time project manager, supplies, materials, postage, printing, and dumpster rental for neighborhood cleanup of one low to moderate income neighborhood.

ARCIL (Austin Resource Center for Independent Living)-Home Repair Program \$50,000

14A Single Family Rehab 570.202

Low Mod Housing 570.208 (a) (3)

Funds were used to pay for one home repair for a disabled elderly resident in Round Rock.

Williamson-Burnet Counties Opportunities (WBCO)-Site Landscaping and Trails \$100,000

Public Facilities 570.201 (c)

Low Mod Area 570.208 (a) (1) (i)

Funds were used for irrigation, planting of additional trees and shrubbery.

Hope Alliance-Shelter Rehab \$50,000

Public Facilities 570.201 (c)

03C Homeless Facilities

Low mod clientele – *Presumed* 570.208 (a) (2) (A)

Funds were used to rehab the crisis shelter.

City of Round Rock Park and Recreation Department-Park Improvements \$109,448

Public Facilities 570.201(c)

03F Park Improvements

Low Mod Benefit 570.208 (a) (1) (i)

Funds were used for Park Improvements to the Veteran's Park basketball court to include construction of a steel open-air structure with a roof that is approximately 60'x100' with 20' clearance to provide shade for the basketball court and minor improvements to the basketball court and basketball amenities.

City of Round Rock Office of Community Development-Program Administration \$102,406

21A General Program Administration 570.206

Funds were used to pay salaries and overhead for the administration and oversight of the CDBG Program.

**Austin Tenants Council-Fair Housing Workshop \$500
Fair Housing Administration**

Funds were used for the coordination of a Fair Housing Workshop during April 2014 (Fair Housing Month) in Round Rock.

Development of Local Performance Measurement Systems

The City of Round Rock currently monitors productivity and program income on all activities funded by block grant money. The method used at this time contains elements of performance measurement outputs required at [24 CFR Part 91]. See the table below for objectives, outcomes, and indicators of the 2012-2013 projects and activities.

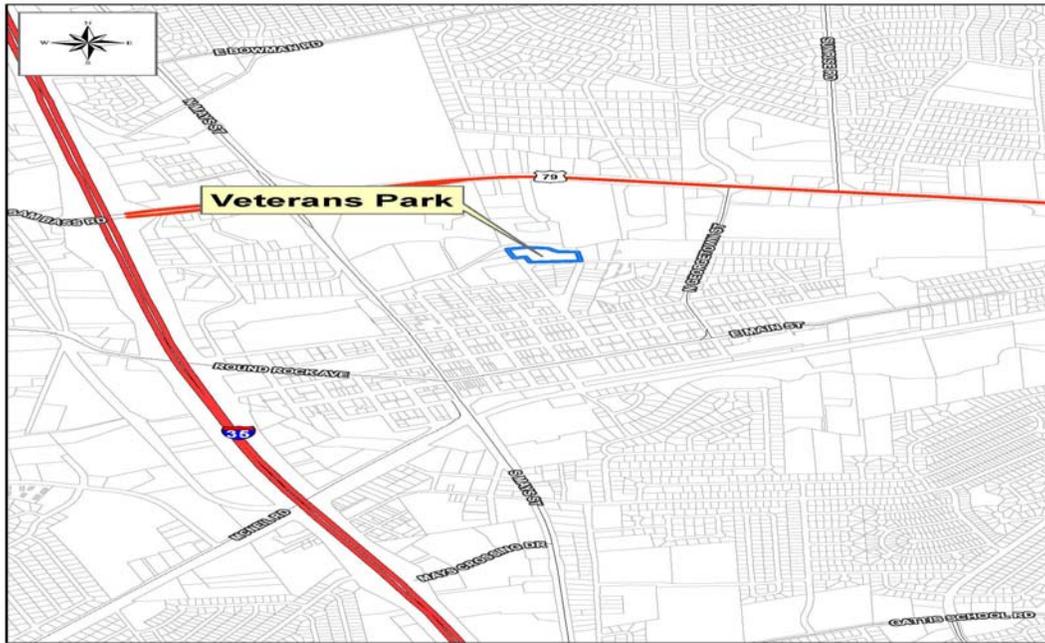
To ensure consistency in reporting accomplishments, the City of Round Rock reviews the PR83 IDIS report and the PR03 IDIS report in conjunction with its own performance measurement system on a regular basis. The Local Performance Measurement System is also used in the monitoring process.

ASSESSMENT OF GOALS AND OBJECTIVES

Project Description	Objective	Outcome	Indicators	Priority in 5 YR Con Plan
Round Rock Area Serving Center-Food Pantry Program	Suitable Living Environment	Availability/Accessibility	Food was distributed from the food pantry to 840 beneficiaries	High
Round Rock Area Serving Center-Housing Assistance Program	Suitable Living Environment	Availability/Accessibility	Rent and mortgage assistance was provided to 200 beneficiaries	High
CASA of Williamson County-Children Advocacy Program	Suitable Living Environment	Availability/Accessibility	A trained court approved advocate was provided for 50 beneficiaries	High
Foundation Communities-Free Tax Preparation Program	Economic Opportunity	Availability/Accessibility	Free tax preparation was provided to 1502 beneficiaries	800 persons
Austin Tenants Council-In-Housing Counseling/Fair Housing	Suitable Living Environment	Availability/Accessibility	Telephone and in-house counseling was provided to 20 beneficiaries	35 persons
Round Rock Area Serving Center-Neighborhood Clean Sweep	Suitable Living Environment	Availability/Accessibility	Neighborhood Improvements were provided to 400 households	High
ARCIL-Home Repair Program	Suitable Living Environment	Availability/Accessibility	Single Family Rehab was provided to 1 beneficiary	High
Park Improvements Veterans Park	Suitable Living Environment	Availability/Accessibility	In progress	High
Williamson-Burnet Counties Opportunities (WBCO)-Site Landscaping and Trails	Suitable Living Environment	Availability/Accessibility	Facility improvements were made to 1 facility	High

Hope Alliance- Shelter Rehabilitation	Suitable Living Environment	Availability/ Accessibility	Rehab and improvements were made to 1 crisis shelter facility that provided services to 300 beneficiaries	High
Austin Tenants Council-Fair Housing Program Administration	N/A	N/A	N/A	N/A
City of Round Rock-Program Administration	N/A	N/A	N/A	N/A

CITY OF ROUND ROCK VETERANS PARK IMPROVEMENTS



SINGLE FAMILY REHAB



Managing the Process

In order to ensure compliance, our Legal Department has dedicated one attorney to provide legal advice regarding the program requirements and regulations to CDBG staff. The City's independent auditing firm has dedicated one auditor to oversee the block grant program.

This program year, staff attended the Quarterly Director's Meeting at the HUD field offices in San Antonio, Texas and participated in HUD sponsored webinars on IDIS and the E-Con planning Suite.

Underserved Needs

Despite efforts, a number of significant obstacles in meeting underserved needs remain. Some obstacles to meeting these needs in Round Rock are:

- Population growth
- Cut backs in state and federal funding for basic needs services
- High cost of housing
- Need for transportation to existing services and childcare exceed available services

To address these needs, the City of Round Rock dedicated community development funds for the purchase and distribution of food and for rent and mortgage payments and for a neighborhood cleanup by the Round Rock Area Serving Center.

High cost of housing continues to be an obstacle for new homeowners and renters. Round Rock does not receive Home funds but, if received in the future, these funds will be used as gap financing for the development of affordable housing.

The City of Round Rock is working with the Austin Tenants Council to distribute the "Guide to Affordable Housing in the Greater Austin Area" which includes information and lists the affordable housing in Round Rock. These guides have been made available to residents of Round Rock at City Hall, the Round Rock Public Library, the Round Rock Area Serving Center and the Round Rock Housing Authority.

Citizen Participation

A Public Hearing Notice was published in the City of Round Rock community newspaper, Round Rock Leader, on November 29, 2014 and a public hearing was held before the city council on December 18, 2014. Notice of this public hearing was also posted in the "City News" section on the City of Round Rock website (www.roundrocktexas.gov) as well as on the CDBG department webpage.

*Copy of Public Notice on page 10

No comments were received during the comment period or at the public hearing held before City Council December 18, 2014 at 5:00 p.m.

NOTICE OF PUBLIC HEARING

A public hearing will be held by the Round Rock City Council on Thursday, December 5, 2013 at 5:30 p.m. at the Round Rock City Council Chambers located at 221 East Main Street. The purpose of the hearing is to receive public comments concerning the 2012-2013 Consolidated Annual Performance Evaluation Report (CAPER).

The City of Round Rock is required by the U.S. Department of Housing and Urban Development to make an annual performance plan available to the public for examination and comment for a period of at least fifteen days. The 2012-2013 CAPER will be available from November 20, 2013 through December 5, 2013 at 5 p.m. for public review in the Office of Community Development, 221 East Main Street, Round Rock, TX, and on the City of Round Rock Website at www.roundrocktexas.gov.

The City of Round Rock is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. Please call 218-6643 (voice) or Relay Texas at 1-800-735-2989 (TDD) for assistance. For a sign language interpreter, please call the City of Round Rock Human Resources Department at 512-218-5490 at least 4-5 days in advance.

The City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities. The City of Round Rock Human Resources Department has been designated as the City's ADA/Section 504 Office. This office is located at 221 E. Main Street, 1st Floor of the Business Center. If you have any questions or complaints regarding your ADA/Section 504 rights, please call the City of Round Rock Human Resources Department at 218-5490. This publication is available in alternative formats. Please call 218-6643 (voice) for assistance.

POSTING CERTIFICATION

I certify that this public hearing notice was posted on this 13th day of November 2013 at 5:00 p.m. as required by law in accordance with Section 551.043 of the Texas Government Code.



Sara L. White, TRMC, City Clerk

Date of Publication: Saturday, November 16, 2013

The City of Round Rock receives only one formula grant program, the Community Development Block Grant (CDBG). The total amount of CDBG funds available for program year 2013-2014 were \$514,534. In an effort to promote citizen participation, CDBG staff made a presentation to local non-profit agencies regarding the needs assessment public hearings at a monthly Williamson County networking meeting at the Alan R. Baca Senior Center. These agencies were invited to attend the needs assessment public hearings and were asked to encourage their clients to attend as well.

Citizen participation and the total amount of CDBG funds expended during the 2013-2014 Program Year are more thoroughly discussed in the "Self Evaluation" section on page 21 and in the IDIS PR03 Activity Summary Report in Tab 1 Exhibit "A".

Institutional Structure

Executive implementation of the Consolidated Plan involves a variety of agencies. Collaboration and coordination between agencies is important to ensuring that the needs in the community are addressed. The key agencies involved are described below:

Public Sector

The City of Round Rock, Office of Community Development

The Office of Community Development is responsible for the administration of the City's program funded with CDBG funds. This office has the primary responsibility for managing and implementing the City's affordable housing and infrastructure program, the Consolidated Plan programs, and related documents.

Williamson County and Cities Health District (WCCHD)

WCCHD offers a variety of services to Round Rock and Williamson County residents, including:

- Alcohol and drug testing services, counseling
- Women, infant and children (WIC) services
- Family assistance
- Public health services
- Senior services
- Emergency services
- HIV testing and counseling

Round Rock Housing Authority

The Round Rock Housing Authority administers the Housing Choice (Section 8) Voucher Program. The City works closely with the Housing Authority regarding public housing issues in Round Rock. The Round Rock Housing Authority had over 22 vouchers issued in the 2013-2014 program year.

Non-Profit Agencies

Advocacy Resource Center for Independent Living (ARCIL) is a non-profit agency in Round Rock that assists disabled seniors with minor home repairs. ARCIL also assists with:

- Independent living skills
- Functional life skills training
- Referral and information on housing, education, attendant assistance services and other community resources

Making minor home repairs and/or modifications will allow disabled seniors to stay in their home longer and also grants them full access to the community.

ARCIL also assists seniors that are living with relatives or living in a nursing home that want to live in their own apartment by helping them find affordable housing in Round Rock.

Private Sector

The private sector is an important collaborator in the services and programs associated with the Consolidated Plan and Annual Action Plan. The private sector brings additional resources and expertise that can be used to supplement existing services or fill gaps in the system.

Lenders, affordable housing developers, business and economic development organizations, and private sector providers offer a variety of assistance to residents such as health care, small business assistance, home loan program and assisted housing, among others. Some of these organizations are the U.S. Small Business Administration and the Texas State Small Business Development Center. These organizations assist by providing business planning, market research, capital acquisition/financing and counseling and training.

Coordination

The City is committed to continuing its participation and coordination with federal, state and local agencies. The City of Round Rock coordinates with the Round Rock Area Serving Center to provide residents assistance with their utility bill through the "Friendly Rock Program". Since 1994 the City of Round Rock has offered the Friendly Rock Program to help Round Rock residents facing financial difficulties pay for essential water utility services. The program is designed to provide emergency, not on-going, assistance, and customers are only eligible for assistance every six months.

Round Rock residents have the option to include a donation in their utility payment. The program, designed to supplement government and community programs in helping meet temporary utility emergencies, is administered by the Round Rock Area Serving Center.

In the 2013-2014 program year the "Friendly Rock Program" provided \$53,612 in assistance for 765 Round Rock customers.

The City of Round Rock will continue to work with federal, state, county and local agencies, as well as with the private and non-profit sector to serve the needs of target income individuals and families in the community.

Monitoring

The City of Round Rock has developed a monitoring system to ensure that the activities carried out in the Plan are done so in a timely manner in accordance with the federal monitoring requirements of [24 CFR 570.501 (v)] and [24 CFR 85.40] and all other applicable laws, regulations, policies and sound management and accounting practices.

All of the 2013-2014 sub-recipients were monitored during the program year. The on-site monitoring visits were conducted by CDBG Coordinator, Liz Alvarado, and Olivia Riley, City of Round Rock Accounting Manager. The HUD monitoring checklist was used during these visits. Particular attention was paid to compliance with eligibility and national objective requirements. Other areas were their financial management systems, procurement practices and compliance with civil rights requirements. The visits revealed that the sub-recipients systems and procedures in all areas monitored were satisfactory and there were no findings

Additionally, staff conducted mini desk reviews of all 2013-2014 sub-recipients throughout the program year. When applicable, sub-recipients were required to submit copies of paid receipts, timesheets, income documentation, client data and self-certification forms with their monthly reimbursement requests. This information is used to determine the number of unduplicated beneficiaries. Monthly reports were submitted by each sub-recipient so staff could monitor the progress of each activity, provide technical assistance or consultation when needed and to ensure that all objectives are met.

The City will continue to conduct monthly desk reviews and a full monitoring for each agency in the next program year. The Office of Community Development maintains an open door policy for all agencies and frequent unofficial visits are made at participating agencies throughout the year.

Lead Based Paint

The Home Repair Program has procedures in place to comply with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September 1999. These procedures include notification, identification, and treatment (if necessary).

Most of the development in Round Rock occurred after the use of the lead based paint was banned.

Housing Needs

The Williamson-Burnet Counties Opportunities (WBCO) received ESG funds to provide six months of rental assistance to clients of Hope Alliance Crisis Shelter. Hope Alliance offers everything else from case management to helping their clients get permanent housing after the 6 months.

Foster and Maintain Affordable Housing

Habitat for Humanity of Williamson County has started the "Affordable Home Repair Program" and will serve low to moderate income homeowners in Round Rock.

Realizing the need for affordable and reliable exterior home repair services for low-income families in Williamson County, Habitat for Humanity is diversifying its construction and rehabilitation expertise to respond to this issue.

Fair Housing

In 2000, consultants from the University of Texas prepared a report titled “Analysis of Impediments to Fair Housing, Round Rock, TX”. The report provided a comprehensive review of the City’s administrative and judicial policies. The study’s assessment of the location, availability, and accessibility of housing will assist in the future planning to address impediments to fair and affordable housing. The analysis profiled the housing market in Round Rock, identified the local market and addressed housing affordability, physical condition of housing stock, and public housing. Barriers to affordable housing identified through the City’s citizen participation process were:

1. Lack of options
2. Lack of transitional support, assistance needed for move-in-costs/deposits
3. Land prices
4. Lack of community involvement and creativity in problem solving
5. Negative neighborhood perception regarding low income housing
6. Lack of public transportation

The City of Round Rock CDBG Program planned to hire a consultant during the 2013 program year to conduct an updated Analysis of Impediments to Fair Housing. CDBG staff worked with the City purchasing department to request proposals from consultants but due to budget restraints decided to delay the study until program year 2104. The City of Round Rock has since decided to wait until the new AFFH Assessment Tool for CPD entitlement grantees is approved to complete an Assessment of Fair Housing (AFH) under the proposed Affirmatively Furthering Fair Housing (AFFH) rule.

The City of Round Rock CDBG staff refers anyone needing to file a Fair Housing complaint or needing information on Fair Housing to the Austin Tenants Council.

The Austin Tenants Council Fair Housing Program (FHP) helps any person who has been discriminated against in the rental, sale, financing or appraisal of housing. The state and federal Fair Housing Act prohibits discrimination because of a person’s race, color, national origin, religion, sex, disability (mental or physical), or familial status. For Austin residents, additional protections include marital status, sexual orientation, gender identity, age or status as a student. The Fair Housing Program (FHP) document and investigates complaints; provides advice about remedies under fair housing laws; and coordinates legal services to assist victims of housing discrimination. The Fair Housing Program (FHP) provides fair housing seminars and presentations to interested groups.

The City of Round Rock Mayor and Council proclaimed April 2014 as Fair Housing Month.

Public Housing Strategy

The Round Rock Housing Authority Neighborhood Outreach Center (NOC) Program continues to thrive. Construction for this Center was funded with 2007 CDBG funds. At the Center, the resident services coordinator works with families of the Housing Authority and is the community link to education and job skills training. During the school year, teachers tutor and mentor students after school.

The Round Rock Housing Authority Family Self-Sufficiency Program has served 27 families during the 2013 program year. Families received referral services in basic education training, individual financial counseling, interview skills, employment preparation, technical school training programs, small business education, mentorship programs, and other resources as needed for daily living.

Barriers to Affordable Housing

The City of Round Rock took action to remove barriers to affordable housing by funding Habitat for Humanity in previous funding years. Habitat for Humanity addresses the needs for affordable housing by providing affordable homes for low to moderate income families in Round Rock. Habitat for Humanity built one house on a lot purchased with CDBG funds during the 2013 program year.

HOME/American Dream Down-Payment Initiative (ADDI)

The City of Round Rock does not receive HOME/ADDI grant funds.

Homeless Needs

Homeless needs are being addressed on a regional basis with coordinated services and shelters provided by agencies located in Round Rock and Austin, Texas

The following agencies provide temporary shelter, transitional housing and other services:

The Williamson County Crisis Center (Hope Alliance) offers two housing programs to assist its recent clients. They offer a short-term, transitional housing program that helps families who are transitioning out of the shelter and also a long term, supportive housing program.

STARRY Emergency Shelter serves children who need immediate protection, typically after being removed from their home by court order due to life-threatening abuse or neglect.

Lifeworks provides emergency shelter and transitional housing as well as counseling, education/workforce and youth development to youth and their families.

Round Rock Area Serving Center provides emergency shelter, food and clothing vouchers as well as mortgage and utility assistance in an effort to prevent homelessness.

Specific Homeless Prevention Elements

The City of Round Rock funded the Round Rock Area Serving Center during program year 2013-2014. Funding was used for the purchase of food for the food pantry at the Round Rock Area Serving Center. The Round Rock Area Serving Center assisted 840 households with food during this program year. In an effort to prevent homelessness the Round Rock Area Serving Center also provides mortgage assistance to the residents of Round Rock. Mortgage and rent payments were made directly to the housing providers.

Emergency Shelter Grants (ESG)

The City of Round Rock is not a recipient of Emergency Shelter Grant Funds.

Community Development

In the 2013-2014 Program Year the City of Round Rock funded nine projects, five of which were public services. All projects funded were identified as "High" in the Five Year Consolidated Plan (2009-2013). All CDBG funds (100%) were obligated to projects that benefit low to moderate income residents and all projects met a national objective.

Williamson-Burnet Counties Opportunities was funded \$100,000 for landscaping and irrigation at the new Head Start building. This project was completed in the 2013 program year.

Advocacy Center for Independent Living (ARCIL) was funded to provide single family rehab in Round Rock to 5 households. Due to staffing issues ARCIL was only able to provide rehab to one household. The City of Round Rock will re-allocate the unspent funds to another agency to provide rehab to another 4 households in Round Rock in the next program year.

The Veterans Park Improvements were funded in this program year in the amount of \$109,448. Although this project had some delays, the bid solicitation process started in January 2014 and the contract was awarded in July 2014. Construction is currently on-going and this project will be completed in the spring of 2015.

The Hope Alliance Shelter Improvements was funded in the amount of \$50,000 and was completed in program year 2013. Improvements included installation of new roof, gutters, siding and interior and exterior painting.

The Chisholm Valley neighborhood also benefitted from a neighborhood clean-up in program year 2013-2014. The Round Rock Area Serving Center (RRASC) was awarded \$25,000 to coordinate this neighborhood clean-up. Funding was used to pay for a part-time project manager to coordinate the project, supplies, postage, flyers, dumpster fees and painting of house numbers on the curb for residences that didn't have numbers or whose numbers were faded.

This clean-up was conducted on Saturday, May 10, 2014 from 8 am to 12 noon. The Round Rock Area Serving Center (RRASC) recruited 64 volunteers to stuff and distribute a "goody bag" to each residence that contained the following:

- Round Rock Library Flyer
- "Can the Grease" Lids
- Computer Recycling Flyer/Hazardous Waste Drop Off Flyer

- Water Conservation Program Flyer
- Round Rock Volunteer Center Flyer
- United Way/211 Information
- Toilet Tank Detector Dye Tablet
- Hope Alliance Crisis Shelter Flyer and Bracelet
- AGE of Central Texas Flyer
- WBCO Community Needs Survey Flyer
- Neighborhood Association Recruitment Flyer
- Children at Heart Ministries Flyer
- MADD Brochure

Residents were asked to bring their old furniture, appliances, brush and miscellaneous household items to the curb for pick up. The City of Round Rock Recycling Center set up in a central location within the neighborhood where residents could bring electronics recycling and safe disposal. The RRASC donation truck drove around the neighborhood and picked up items that residents wanted to donate.

- Two trucks picked up 18.91 tons of bulk items
- Round Rock Area Serving Center collected high chair, car seat, boxes of clothes, toys, household items.
- Austin Curb Painting painted addresses on the curbs of 924 homes
- Round Rock Recycling Center collected 2 pallets (500 lbs) of electronics for recycling.

*See pictures of this neighborhood clean-up in Tab 3 Exhibit "C"

In the 2013-2014 Program Year, the City of Round Rock had one activity that generated program income which was land acquisition. Habitat for Humanity of Williamson County (Land Acquisition for the construction of affordable housing program) generated \$8,444.29 in program income in accordance with the City of Round Rock Program Income Policies and Procedures.

The City of Round Rock did not fund any activities that involved Anti-displacement or relocation.

*Please also refer to the Community Development Table in the Needs.xls workbook in Tab 2 Exhibit "B"

Antipoverty Strategy

The first Tuesday of every month the Round Rock Volunteer Center holds a networking meeting at the Alan R. Baca Senior Center. Representatives from non-profit and social service agencies come together to discuss community needs. Every month a guest speaker talks about what their agency/organization is doing to address and reduce the number of persons living below poverty level. Ideas are exchanged and clients are referred to agencies that can help with their individual needs. Some of the agencies that attend these monthly meetings are:

- Surrounding Public Housing Authorities
- Literacy Council of Williamson County
- Hope Alliance
- American Red Cross
- Texas Workforce Commission
- Community Foundation
- Bluebonnet Trails MHMR
- WBCO
- Lifesteps

- RRISD
- United Way
- ARCIL (A Resource Center for Independent Living)

Non-homeless Special Needs

The following agencies offer Non-homeless special needs services such as counseling, drug and alcohol services, children's services, public health services, emergency services, senior services, family assistance, and medical care.

Williamson County and Cities Health District (WCCHD) provides a variety of services such as health services (children and adult immunizations, HIV testing and counseling, prescription discount cards), health education and Women, Infant and Children (WIC) services.

Williamson-Burnet County Opportunities (WBCO) provides adult day care services as well as meals on wheels and affordable child care for low to moderate income families and individuals.

AIDS Services of Austin provides case management, food and nutrition services, emergency dental, rent, food, and utility assistance, as well as counseling to persons with HIV/AIDS.

Project Transitions provides hospice care and transitional housing to persons with HIV/AIDS.

Tri-Sun Trinity Care Center provides assisted living and skilled nursing home care to seniors.

Interfaith Alliance offers in home care for HIV/AIDS patients.

ARCIL provides information and assistance for people with disabilities and their families is accessing support systems, and promoting changes that enhance full access to the community.

Children's Advocacy Center provides needed assistance to abused children and their families.

Specific HOPWA Objectives

The City of Round Rock does not receive HOPWA funding. It is estimated that roughly 6,000 people in Central Texas are HIV positive. AIDS Services of Austin, Interfaith Alliance and Project Transition offer in home care, low income housing and or rent assistance to HIV positive individuals in the Central Texas area.

Other Narrative

In an effort to leverage funds, the City has combined the CDBG and General Fund social service funding process. By combining these two processes, we can make sure to fund agencies providing a high priority need with General Funds that could not be funded with CDBG funds due to the 15% funding cap. This also eliminates the duplication of services. The process of funding social services agencies is as

follows: A team consisting of Council members, City finance staff and CDBG staff review agency applications using set criteria and performance measurement. Funding recommendations are presented to the City Council through the budget process. Awarded agencies are contracted to deliver the specific services to residents of Round Rock. In 2013-2014 the following agencies were funded:

**City of Round Rock
Social Service Agency Funding
FY 2013**

AGENCY NAME:	PROJECT DESCRIPTION:	FUNDED AMOUNT:
YMCA of Greater Williamson County	Licensed Afterschool Childcare	\$28,500
Williamson-Burnet Counties Opportunities	Meals on Wheels	7,100
Literacy Council of Williamson County	Project Moving Up	8,000
Round Rock Area Serving Center	Volunteer Center	36,000
Faith In Action Senior Access	Transportation for Senior Adults	20,500
Austin Tenants Council	Telephone Counseling Fair Housing Education & Outreach	5,000
Williamson County Children's Advocacy Center	Child Abuse Intervention	24,000
Hope Alliance Crisis Shelter	Safety & Recovery for Family Violence & Sexual Assault Victims	38,000
Abundant Outreach Association	OAO Boxing	9,500
	Grand Total:	\$176,600

Self-Evaluation

In order to ensure that we are meeting priority needs and specific objectives in the low to moderate income communities in Round Rock and that we are reviewing program delivery and impact, the CDBG staff has:

- Amended the Citizen Participation Plan to allow "Alternate Projects" in the Annual Action Plan
- Streamlined CDBG funding application process/funding recommendations to City Council
- Attending trainings and networking

Citizen Participation Plan

The Citizen Participation Plan was previously amended and now allows the Annual Action Plan to include "Alternate Projects". These alternate projects are included in the public notice and public comment period process. If another project has delays or is slow to spend, an alternate project may be funded in its place.

CDBG Funding Process

This year was the second year that the CDBG and Finance Staff worked together to review all applications for funding. Staff reviewed all applications to determine if the activities met the national objectives and local performance measurement system. The CDBG and Finance Staff along with City management presented these eligible activities to City Council. City Council made funding recommendations.

Training and Networking

To ensure compliance with federal regulations, CDBG staff attended the following trainings in the 2013-2014 Program Year:

- Meetings at the HUD Field Office in San Antonio
- IDIS E-Con Suite Training in San Antonio
- On-line IDIS Training

In addition to these trainings, staff networks with other non-profit and social service agencies throughout the program year and attends the Williamson County Nonprofit Networking Meetings held the first Tuesday of every month at the Alan R. Baca Senior Center.

Overview of Projects in 2013-2014

In the 2013-2014 Program Year, a total of \$428,166 in CDBG dollars was expended. The following is a description of the projects and a table showing the amounts expended for each activity.

Public Services were provided by the following sub-recipients during program year:

- Round Rock Area Serving Center provided food for low to moderate income families from their food pantry and assistance with mortgage and rent payments.
- CASA provided court appointed advocates to 50 beneficiaries. Funds were used to pay the salary of the Volunteer Recruiter/Trainer.
- Austin Tenants Council provided tenant-landlord in-house counseling and Fair Housing education and outreach. Funds were used to pay for overhead and salaries.
- Foundation Communities provided free tax preparation by IRS trained volunteers to the low to moderate income residents of Round Rock. Funds were used to pay salaries for Tax Center managers.

Park & Recreational Facilities & Improvements Veterans Park Project

This project is currently under way. Funding is being used for the installation of new restroom, shade structure and picnic tables and chairs.

Neighborhood Facilities & Improvements WBCO

Funding was used for the installation of irrigation and landscaping at the new Head Start Building.

Interim Assistance Chisholm Trail Neighborhood Clean-up

Funds were used to coordinate a Neighborhood Clean-up at the Chisholm Trail neighborhood. Four hundred households benefitted from this clean-up. Improvements included the removal of brush, bulk household materials, and recycling of oil, anti-freeze, paint and other chemicals. Funds were used to pay for a part-time coordinator, supplies, postage, flyers and dumpster rental.

Homeless Facilities Rehab of Hope Alliance Crisis Shelter

In the 2013 program year funding was used for rehabilitation of the domestic violence shelter to include replacement of water heaters, roof, siding, interior and exterior painting, installation of gutters and bathroom improvements.

Single Family Rehab

Funds were used to rehab one single family home.

Fair Housing Administration

The Austin Tenants Council coordinated and hosted a Fair Housing Workshop. They presented to local lenders, realtors, landlords and public housing authorities on fair housing laws. Funding was used to pay for Austin Tenants Council staff mileage, supplies, postage and flyers.

City of Round Rock Program Administration funds were used to pay for the oversight and management of the CDBG program by City Employees.

Project and Activity	Matrix Code and National Objective	Amount Drawn
Public Services	05 Low mod clientele	75,084.98
Neighborhood Facilities & Improvements WBCO	03 Low mod area	86,720.84
Parks & Recreational Facilities-Veterans	03F Low mod area	54,670.55
Fair Housing Administration	N/A	421.37
Interim Assistance-Greenhill Neighborhood	06 Low mod area	22,114.99
Rehab-Crisis Shelter	03C Low mod clientele presumed	81,085.73
Single Family Rehab	03C Low mod clientele	5,160.45
City of Round Rock Program Administration	N/A	102,906.80
	TOTAL:	\$428,166

During the 2013-2014 Program Year the City of Round Rock did not fund any activities that did not meet a National Objective or that required Anti-displacement or Relocation. The City of Round Rock certifies that it is following a current HUD Approved Consolidated Plan and that it has pursued all resources indicated in the approved Consolidated Plan. The City of Round Rock also certifies that it provided certifications of consistency in a fair and impartial manner and that it did not hinder the Consolidated Plan Implementation by action or will inaction.

Exhibit “A”

CDBG Activity Summary Report for Program Year 2013-2014
(CO4PR03)

CDBG Financial Summary Report for Program Year 2013-2014
(COPR26)

Exhibit “B”
Housing Needs Table
Community Development Needs Table

Exhibit “C”
Pictures of CDBG 2013-2014 Projects